School Emergency Drills
Documentation Form

Type of Drill
☑ Fire Drill
☐ Tornado Drill
☐ Lock Down/Shelter in Place Drill

Time of Drill
☑ Standard
☐ Class Change
☐ Recess
☐ Other Events

Name of Reporting School: Aspen Ridge School

Date of Drill: 9-29-17 Time drill was held: 2:30 (pm/am)

Exact time required to evacuate/shelter/secure: < 2 minutes

Total Participants: 950

Remarks: __________________________________________________________

This report is for emergency drill #2/5 for school year 17-18.

Name of person conducting drill: Chris Marana

Title of person conducting drill: Principal

Signature of person conducting drill: 

Drill Was Coordinated With:

☑ Emergency Management Coordinator
  Name & Title Range

  AND

☐ Law Enforcement (county sheriff or chief of police or designee or MSP)
  Name & Title ____________________________

  OR

☐ Fire (fire chief or designee)
  Name & Title ____________________________